



*Prevention & Medical Care  
To Help You Live Better, Longer.*

### **Team Leader Onboarding Expectations for New Hires:**

- 1. Weekly check-ins first 3 months**
- 2. Identify new practitioners that would benefit from mentoring program-arrange.**
- 3. 3, 6, 9, 12, 18, 24 month reviews scheduled by HCM at time of hire. Review snapshots, Quality, nursing relationships, billing practices, chart completion.**
- 4. Communicate with HCM/Supervising physicians re: team strengths/concerns of new practitioner. Give real-time feedback as needed.**
- 5. Generate performance improvement plans when necessary.**
- 6. Communicate with Medical Directors re: concerns**
- 7. Present practitioner to Board for recommendation of VMG Shares.**
- 8. Review Questions re: compact/shareholder**
- 9. Ensure new practitioner is meeting with president re: business/finances**
- 10. Ensure new practitioner is feeling supported by supervising physician**